

Present: President Pro-Tem Hrydziuszko; Members: Abboud, Mooney, O’Gorman, and White

Absent: President George; Member: Kecskemeti

Also Present: Village Manager, Campbell  
Village Clerk/Assistant Manager, Rutkowski  
Public Safety Director, Torongeau

**ROLL CALL/CALL TO ORDER/PLEDGE OF ALLEGIANCE**

President Pro-Tem Hrydziuszko called the regular Village Council meeting to order at 7:30 p.m. in the Village Council Chambers located at 18500 W. Thirteen Mile Road, Beverly Hills, MI 48025. The Pledge of Allegiance was recited by those in attendance.

**AMENDMENTS TO AGENDA/APPROVE AGENDA**

Motion by Mooney, second by Abboud, to approve the agenda as published.

Motion passed.

**COMMUNITY ANNOUNCEMENTS**

None.

**PUBLIC COMMENTS**

David Tobaben, Orchard Way, inquired about funding for the sidewalk grants. He asked if the public should go to the Parks & Recreation Board, Village Council, or Administration with comments about the parks. He commented on the buckthorn remediation and asked how long downed branches will remain at Beverly Park.

**CONSENT AGENDA**

Motion by Mooney, second by O’Gorman, be it resolved, the consent agenda is approved.

1. Review and consider approval of minutes of a joint Parks & Recreation/Council meeting held January 19, 2023.
2. Review and consider approval of minutes of a regular Council meeting held February 7, 2023.
3. Review and file bills recapped as of Monday, February 13, 2023.
4. Review and consider request from Beverly Hills Lions Club to waive pavilion rental fees for Fall Festival on Sunday, October 8, 2023.
5. Review and consider Parks & Recreation Board’s recommendation to host Concerts in the Park.
6. Review and consider waiving sales restrictions at Beverly Park for Village sponsored events in 2023.

Roll Call Vote:

Motion passed (5-0)

**BUSINESS AGENDA**

**PUBLIC HEARING TO RECEIVE COMMENTS ON THE 2022 SPECIAL ASSESSMENT ROLL FOR THE SOUTHFIELD ROAD BUSINESS ASSESSMENT DISTRICT**

Campbell provided an overview of the 2022 Special Assessment Roll for the Southfield Road Business District and noted that the amounts are based on square footage of the properties. The Southfield Road Business District incurred the following costs for 2022: maintenance: \$2,626.85,

water costs for the sprinkling system: \$0.00, and electric costs for Beverly Hills Grill: \$228.65. In addition, each property incurred a 10% administrative fee of \$285.55 altogether, with the total amount of \$3,141.05.

Hrydziusko opened the public hearing at 7:37 p.m.

No one wished to be heard, so Hrydziusko closed the public hearing at 7:38 p.m.

**REVIEW AND CONSIDER 2022 SPECIAL ASSESSMENT ROLL FOR THE SOUTHFIELD ROAD BUSINESS ASSESSMENT DISTRICT**

The Council considered the following resolution for the 2022 Southfield Road Business Assessment District.

Resolved by O’Gorman, second by Mooney, that the Southfield Road Business District incurred the following costs for 2022: maintenance \$2,626.85, water costs for the sprinkling system \$0.00, and electric costs for Beverly Hills Grill \$228.65. In addition, each property incurred a 10% administrative fee of \$285.55 altogether. Therefore, the Village of Beverly Hills Council confirms the Village Business District Assessment Roll for the 2022 season in the total amount of \$3,141.05 as follows:

Beverly Hills Racquet Club	\$725.39
Bed, Bath & Beyond	\$283.56
Beverly Hills Grill	\$351.47
C.G. Holdings, LLC	\$207.64
Emile Salon	\$202.76
Taco Bell	\$245.38
Rahma Worldwide and Development	\$395.52
Market Square Properties, LLC	\$729.33

Roll Call Vote:  
Motion passed (5-0)

**REVIEW AND CONSIDER PROPOSAL FROM BS&A TO ESTABLISH AN ONLINE PERMITTING PROCESS FOR THE VILLAGE OF BEVERLY HILLS’ BUILDING DEPARTMENT**

Campbell provided an overview. Over the last year, Council requested that the Administration work to adopt an online permitting process for the Village of Beverly Hills’s Building Department. Below is a comment from the Planning & Zoning Administrator, Mark Stec, regarding the proposal received from BS&A Software:

I have received the attached quote and scope of services from BS&A Software to setup online permitting for building and trade permits. The quote from BS&A is the only quote requested for this service. The reason for this is that we already use BS&A Software for multiple applications including our permitting process. While there may be other companies providing the service, the fact that we already utilize BS&A, and that BS&A has proven to be an effective and reliable system that many of the local builders in southeast Michigan are also familiar with, makes sticking with BS&A the best choice for us.

The price breakdown for setting up the program is as follows:

• Initial setup fee:	\$3,000
• Onsite Implementation/setup/training:	\$3,000
• Project Management and Implementation Planning:	\$750
• Travel expenses for BS&A staff	<u>\$370</u>
Total setup fee	\$7,120

Once the initial setup is complete BS&A provides one year of technical support. After the initial year BS&A charges an annual service fee of \$3,000.

BS&A provides the software and support for the Village of Beverly Hills Building, Planning, Finance and Water Department. They provide said software for most of the municipalities in the Metro Detroit area and throughout the State. To sign up with another provider for this service would cost the Village tens of thousands of dollars in software and man hours to implement a similar process. Using BS&A will allow us to utilize our existing programs and simply expand them at a reasonable cost to the Village.

Abboud asked about the user interface and inquired about who could see permits online.

White commented on the \$3.00 service fee, which would be paid for by the permit holder.

O’Gorman clarified that there was a \$3,000 annual service fee. He commented on the user-friendliness of online permitting.

Abboud asked when they could expect the site to go live. Campbell anticipated that it would be ready in May.

Hrydziuszko said that she is excited to see online permitting moving forward.

Motion by Abboud, second by O’Gorman, be it resolved, the Beverly Hills Village Council approves the proposal submitted by BS&A in the amount of \$7,120.00 for setting up online permitting for the Village of Beverly Hills’s Building Department. Funds are available in account 101-900-980.01 (Capital Equipment).

Roll Call Vote:  
Motion passed (5-0)

## **PUBLIC COMMENTS**

None.

## **MANAGER’S REPORT**

Pet Licenses - Residents of Beverly Hills must obtain licenses for their cats and dogs each year. Licenses are available at the Southfield Township Office. Dog licenses can be purchased through March 31, 2023 for only \$5.00. On April 1st the fee increases to \$10.00. Please include proof of rabies vaccination and a check payable to Southfield Township. There is no fee for cat licenses, but proof of rabies vaccination is required. Please contact Southfield Township with any questions.

Yard Waste Collection - Yard waste collection will begin the week of April 3, 2023. Residents are asked to set yard waste at the curb by 7:00 a.m. on their regular collection day. A list of acceptable yard waste items is available in the Village Calendar, on the Village website, and on SOCRRA's website. SOCRRA does allow residents to bring us up to 10 bags of yard waste per day at the Troy Transfer Station at no cost and without making an appointment through the end of March.

Greening Scholarship - Forms are now available for the 2023 Donald and Patricia Greening Community Service Scholarship. This annual scholarship award in the amount of \$1,000 is provided to one eligible male and female graduating high school student or student who plans to enroll at a college, community college, university, or technical school in the fall of 2023. The scholarship is open to any graduating senior of Groves High School *or* any graduating senior who is a resident of the Village of Beverly Hills. Applicants should have completed charity work that benefits the Village of Beverly Hills, or any charitable organization located within the Village. To be considered, applicants are required to have an unweighted GPA of 3.0 or higher on a 4.0 scale and a minimum ACT score of 22. Applications can be found on the Village website, at the Village Offices or through your high school counselor. Completed applications must be delivered to the Village office by 4:00pm on Friday, March 24, 2023.

Pavilion Roof and Reservations - The roof replacement on Beverly Park's pavilion was completed last week. In addition, residents may begin making reservations for the Beverly Park pavilion on Wednesday, March 1, 2023. Non-residents may begin making reservations on Wednesday, April 5, 2023. Reservations must be made in person at the Village Office during regular business hours (Monday-Friday, 8:00 a.m. to 4:30 p.m.). Reservations are accepted from mid-May to mid-October. Reservations cannot be made on major holidays or during Village sponsored events. Please visit the Village website for rental fees, the refund policy, and additional information.

Mooney commented on the clean up after buckthorn removal and stated that there is debris in an area in the southwest corner of Beverly Park that needs to be cleaned up. He also noted that there is a low hanging wire in that area of the park. He asked about the bike path at Beverly Park. He asked about special assessments for dust control. He inquired about matching funds for sidewalks. He asked about the anticipated costs for sidewalks and a topographical survey along Evergreen Road. He also inquired about which roads will be repaired in the Village this coming season. He asked about the status of a street study.

Campbell stated that Administration is putting a plan together for hot patch asphalt. He said Drury Lane may be included in conjunction with the work occurring on Hummel and Marguerite. He also noted that Pierce Street may be a possibility, but Administration does not want to lock residents in that neighborhood while construction is taking place on Greenfield as well. Campbell stated the street study should be updated this spring.

Mooney commented on the Parks & Recreation Board's intention to have a new play structure installed at Beverly Park this fall. He said that it should not be a problem to transfer money from the General Fund and have future parks millage funding reimburse the General Fund to pay for this expense. He asked about what the plans are for the east side parks.

Campbell stated that the plan is to move forward with Beverly Green's development after the roundabout construction is complete.

Mooney asked if SafeBuilt was still being contracted to provide Code Enforcement services. Campbell stated that Matt Young was hired by the Village as Code Enforcement Officer. Quarterly reports will be provided beginning in March.

White asked about the lead time for the playground equipment. Campbell stated they were running about 6 months out.

### **COUNCIL COMMENTS**

O’Gorman commented on the tragic shooting that took place at Michigan State University last week. He said his son attends MSU and what happened on campus was devastating. He stated that he appreciated the communication that came from the University and the Michigan State Police to keep families and residents informed of the situation. He asked what the Village can do to help prevent these types of tragedies in the future.

Abboud said he will be attending the MML Capitol Convention in April. He stated that he would like to serve on the executive committee for SEMCOG. He attended the Next meeting earlier this morning and noted that Next serves around 650 Beverly Hills residents. He said that Short Term Rentals were discussed at the joint meeting with the Planning Commission and work continues on that item. He stated that he is the father of 2 Michigan State University graduates and sent his condolences to anyone impacted by the recent tragedy.

Mooney asked everyone to keep Ed Pugh and his family in their thoughts during this difficult time.

Hrydziuszko stated that the Parks & Recreation Board has started planning for the Memorial Day Parade and Carnival. She said if anyone is interested in volunteering to help with the event, please reach out to the Village. She stated that she is a graduate of Michigan State University and echoed O’Gorman’s sentiments about the tragedy. She asked what everyone could do to support children’s freedom to get an education.

### **ADJOURNMENT**

Motion by Mooney, second by Abboud, to adjourn the meeting at 8:11 p.m.

Motion passed.

**Racheal Hrydziuszko**  
**Council President Pro-Tem**

**Kristin Rutkowski**  
**Village Clerk**